

Minutes of the Meeting of Cantley Parish Council held on Thursday 19th October 2017 at 7pm in Cantley Village Hall.

Present: Dot Machin (Chairman)
Peter Key
Steve Bennett
Norma Knight
Brenda Pawsey
Ray Smith
Kevin Francis
Vicky Powell, Clerk

Also present: One member of the public was in attendance

1 Public Forum

A member of the public asked if the meeting of the Limpenhoe Village Green Working Group could be rearranged to take place after the Parish Council meeting. It was felt holding the meeting prior to the Parish Council meeting would allow the Working Group to feed directly back. It was **agreed** to trial a change in timings at the November meeting.

LWG

A member of the public reported that Cantley Station had received two awards, the Association of Community Rail Partnerships Silver Award, and the Abellio Greater Anglia Station Adopters 'Highly Commended' Award. The Parish Council congratulated the Station on their hard work.

Norma Knights asked for contact details of the local MP. The Chairman directed her to Norfolk County Council.

Ray Smith noted that unexplained deposits had been found on boats moored at Cantley Staithe. He had contacted the beet factory to try and find the source of the fall out and requested that samples be taken. The deposits had been accruing for a number of years around the same time as the beet campaign. Concerns were raised as to the possible affects the fall out maybe having on the environment. It was **agreed** that the Clerk would write to British Sugar Health and Safety Officer, Broadland District Council, the Broads Authority and the Environment Agency.

Clerk

2 Apologies

None received

3. Declaration of Interest for items on the agenda

None received

4. Minutes of the meeting held on 21st September 2017

The minutes of the meeting were **agreed** as an accurate record, proposed by Ray Smith, seconded by Kevin Francis, all in favour.

5. Urgent Items

None received

6. Matters Arising

a) Post Box at Langley Road

The Clerk had received notification from Royal Mail that the letter box would be reinstalled on 24th October 2017.

b) Closure of Station Road, Brundall

The Clerk had received correspondence from Brundall Parish Council that Station

Road would be closed for a duration of 10 weeks from 2nd October 2017 for drainage works.

c) Over hanging trees, Manor Road

It was confirmed that the trees had now been cut.

7. **Highways and Transport**

a) Unsafe footpath, School Road

Dot Machin reported that she had received a complaint from a member of the public with regard to the condition of the footpath along School Road. Steve Bennett noted that he had been to inspect the pathway and did not deem it to be dangerous. It was **agreed** to pass the complaint onto Norfolk County Council Highways.

Clerk

Peter Key noted that during periods of heavy rain, water had been overflowing from the drainpipes at the Cock Inn. The excess water run off collects at the corner and had been adding to the flooding issue. The Clerk noted that Norfolk County Council had offered to undertake a site visit with a representative from the Parish Council and the Cock Inn. It was **agreed** to arrange a visit during the next period of heavy rain.

Clerk

8. **Finance**

a) It was **agreed** to pay the following, proposed by Brenda Pawsey, seconded by Norma Knights, all in favour.

Vicky Powell	Clerk's Salary September (SO)	£191.60
Vicky Powell	Expenses September 2017	£ 6.72
Catherine Moore	Locum Clerk work	£54.00
SuffolkALC	LCAS Accreditation fee	£50.00
Mazars	External Audit fee	£150.00

b) Second quarter budget comparison

The second quarter budget comparison was noted.

c) Audit report

The external audit report had been received and signed off as accurate and complete. It was noted that PKF Littlejohn LLP had been appointed as the Council's auditor for 5 years from 2017/18.

9. **Correspondence**

The correspondence was noted.

10. **Planning**

a) 20171587, 58 Church Road – First floor rear extension

Clerk

The planning documents were discussed, and it was **agreed** to support the application.

b) 20171588, 56 Church Road – First floor rear extension

Clerk

The planning documents were discussed, and it was **agreed** to support the application.

c) The Clerk read a list of planning applications that had been submitted within the parish to the district authority in the last 12 months. It was noted that not all planning application notifications had been received by the Parish Council. It was **agreed** that the Clerk would speak to Broadland District Council and the Broads Authority to ensure that all planning applications are sent in hard copy.

Clerk

Norma Knights raised concerns with regard to the removal of a septic tank on Freethorpe Road, Limpenhoe. The tank had been left on site for some time. It was **agreed** to report the tank to Broadland District Council, but it was unlikely that any action could be taken.

Clerk

11. Ongoing Matters

Limpenhoe Village Green – Update

The Clerk confirmed that she had approached Tasburgh Parish Council for advice on how to undertake a risk assessment of the site, but had not as yet received a response. It was **agreed** that the next meeting of the working group would be scheduled to follow the parish council meeting.

Clerk

12. New Matters

a) Cantley Beet Campaign

The Clerk had received notification that the 2017/18 beet campaign would commence on Monday 25th September, with beet deliveries starting to arrive from 6am. The factory were intending to repeat the Sunday working hours, with between 50-80 lorries on these days. Concerns were raised as to the impact this would have on the local community. However as the beet factory had historically been given permission to run these days it would be difficult to complain. It was anticipated processing would run into early March.

b) Network Rail infrastructure plans

Significant engineering works would be taking place on the Norwich – Yarmouth-Lowestoft lines between October 2017 and March 2019. The crossing keeper operated level crossing gates at Cantley will be replaced with a modern barrier type remotely controlled by the Signaller using CCTV.

c) Car park, Station Road

Dot Machin noted that the beet factory had levelled and fenced the car park area off Station Road. As a result it was no longer possible to use the area as a passing point to allow larger vehicles to pass. It was **agreed** that the Clerk would contact Ian Redhead to seek clarification on the beet factory's intentions for the site.

Clerk

13. Items for the Next Months Agenda

None

14. Exclusion of the Press and Public

Due to the sensitive nature of the matters to be discussed, it was agreed to exclude the press and public under the Public Bodies (Admission to Meetings) Act 1960 for item 15 – correspondence from The Shelroy Trust.

- 15 The Parish Council received confidential communication relating to The Shelroy Trust and agreed a suitable response.

Clerk

16. Date of Next Meeting

The next meeting will be Thursday 16th November 2017, 7pm at Limpenhoe Village Hall. The meeting will be followed by a meeting of the Limpenhoe Village Green Working Group.

The meeting closed at 8:30pm

CHAIRMAN